

Memo

To: All City of Carmel Employees
From: Barbara Lamb, Director of Human Resources
Date: September 23, 2014
Re: 2015 Holiday Schedule

The following holiday schedule will be in effect for 2015. The alternate dates in the right-hand column apply only to public safety and other employees whose regularly scheduled hours include weekends, even if they do not work on these specific days.

<u>Holiday</u>	<u>Standard Administrative Schedule</u>	<u>Alternate Shift Schedule</u>
New Year's Day	Thursday, January 1	
MLK, Jr. Day	Monday, January 19	
Good Friday*	Friday, April 3	
Easter*		Sunday, April 5
Memorial Day	Monday, May 25	
Independence Day	Friday, July 3	Saturday, July 4
Labor Day	Monday, September 7	
Rosh Hashanah*	Monday, September 14	
Yom Kippur*	Wednesday, September 23	
Veteran's Day	Wednesday, November 11	
Thanksgiving	Thursday/Friday, November 26/27	
Christmas	Thursday/Friday, December 24/25	

In addition, sworn firefighters on an administrative schedule and all sworn police officers will receive 3 floating holidays in 2015.

All holidays for civilian employees have been incorporated into the PTO system.

*time off granted only to participate in religious observances